



# TESTING AND HIRING

## GILBERT POLICE DEPARTMENT 2021

# WEBSITES TO CHECK OUT

- Town of Gilbert Human Resources  
[www.gilbertAZ.gov](http://www.gilbertAZ.gov)
- Gilbert PD Hiring Page  
[www.gilbertAZ.gov/JoinGPD](http://www.gilbertAZ.gov/JoinGPD)
- Arizona Peace Officers Standards and Training Board  
[www.azpost.gov](http://www.azpost.gov)

# STEPS IN THE TESTING PROCESS

- Pre-application
- Application process
- Virtual physical assessment
- Background interview
- Background investigation
- In-person written exam (recruit applicants only)
- In-person physical assessment
- Polygraph examination
- Medical examination with drug screen
- Psychological examination
- Command Conversation

# PRE-APPLICATION

- Review the minimum requirements and automatic disqualifiers listed on the GPD Hiring website
- Updated driver's license and vehicle registration/insurance
- Have a professional email address
- Is your voicemail set up?
- Review your personal associations
- Discuss your career plans with your family and/or significant other
- Keep up on your personal fitness

# APPLICATION WINDOWS

- Applications are accepted continuously, and reviewed quarterly.
- **04/01/2021 – 06/30/2021**, review begins in July 2021
- **07/01/2021 – 9/30/2021**, review begins in October 2021
- **10/01/2021-12/31/2021**, review begins in January 2022
- Future dates will be posted on the GPD Hiring website
- There are two (2) Gilbert Police Academy classes per year: Fall and Spring

# ONLINE APPLICATION

- Apply through the Town of Gilbert Human Resources website:  
[Career Opportunities | Town of Gilbert, Arizona \(gilbertaz.gov\)](https://gilbertaz.gov/career-opportunities)
- Apply for POLICE OFFICER (this application is for both “police recruits” and “lateral officers”)
- A resume is not required
- You cannot alter the information after you submit it

# COMPLETE THIS FORM WHEN YOU APPLY

- **AZPOST PERSONAL HISTORY FORM**

- Go to <https://my.azpost.gov/> and register
- Complete the PHF
- Create a form ID number
- Share your form with the Gilbert Police Department



# PATIENCE

- Once you have submitted your application and completed the AZPOST Personal History Form **WAIT** for further instructions from the Town of Gilbert Human Resources Department
- If you are selected to continue in the process, instructions for the next step in the process will be emailed to you after the quarterly application review.
- Email [GPDRecruiting@GilbertAZ.gov](mailto:GPDRecruiting@GilbertAZ.gov) with any questions while you wait for the quarterly review of your application





# THE NEXT STEPS IN THE PROCESS

- The following slides have been created to help you prepare for the next steps in the testing process.
- These steps will take place after the Town of Gilbert Human Resources department has approved your application for advancement in the testing process.

# REMOTE PHYSICAL ASSESSMENT

- You compete these assessments on your own and report your scores electronically within the timeframe provided by Human Resources
- INTEGRITY – do not move on to the next step if you did not successfully complete the virtual physical assessment
- **1.5 mile run**
  - Less than 15:48
- **High Plank Hold**
  - At least 1 minute
- **Hand release push up**
  - At least 14 in 1 minute

# 1.5 MILES IN 15:48

- **Flat and level course**
  - Point to point ([MapMyRun.com](http://MapMyRun.com))
  - 6 laps of standard 400m track
  - 8 laps of indoor 200m track
- **Treadmill** (1% grade)
- **Running**
- You may walk or stop to rest during this event, but the timer must continue to run.





# HIGH PLANK HOLD

- 1 minute minimum
- Straight line from shoulders to feet
- Only hands and toes contact the ground
- FAILURE:
  - Any other portion of body touches the ground
  - Unable to maintain a straight line



# IMPROPER HIGH PLANK HOLD



# HAND-RELEASE PUSH UPS

- At least 14 in 1 minute
- “1” is a complete cycle of:
  - Begin in “down” position
  - Push up into “plank” position
  - Return to “down” position
  - Briefly lift hands off ground

<https://youtu.be/oX7339XfbSM>

- Watch the above video for a demonstration of a proper hand-release push up

# GILBERT PERSONAL HISTORY QUESTIONNAIRE

- This form will be emailed to you
- This form is more in depth than the AZPOST form
- Read each question carefully. An incorrect response could cause you to be disqualified
- Provide an explanation if you answer “yes” to a question.
- Extensive questions on:
  - Drug use
  - Participation in criminal activity or behavior
  - Driving record
- A false or misleading statement on these forms is cause to deny or revoke peace officer certification



# BACKGROUND INTERVIEW

- A background investigator will meet with you to conduct your interview
- Be prepared to discuss the information on the AZPOST form and the Gilbert Police Questionnaire in detail
- This is an opportunity to provide information about yourself and explain details about your background
- Integrity is key. Be honest and up front about everything – do not omit any information that may come up later

# THE BACKGROUND INVESTIGATION INCLUDES THE FOLLOWING

- Criminal History Check
- Credit History Check
- DMV check
- Records requests for agencies where you worked, lived, attended school, had police contacts, etc
- Agencies you have applied to /worked at previously
- Personal references
- Employment verification
- Military record
- Social Media Review
- Court Records
- Neighborhood checks
- Brady/Integrity checks (laterals)

# IN-PERSON WRITTEN TEST (RECRUIT APPLICANTS ONLY)

- Proctored by GPD employees
- 2 hours
- Multiple Choice
- Bring your ID and water
- Memory Section
- Grammar Section
- Reading Comprehension
- 70% or higher

# IN-PERSON PHYSICAL ASSESSMENT

- Proctored by GPD employees the same day as the written test
- Dress in weather-appropriate workout attire
- Bring water
- Bring your ID
- **36 sit ups in 1 minute**
- **20 push ups (untimed)**
- **1.5 miles in 15:48**

# POLYGRAPH EXAMINATION

- Were you honest and forthcoming throughout the process?
- If so...
- Don't overthink it.





# MEDICAL EXAMINATION

- Conducted by an AZPOST certified medical doctor
- Assessment of your physical ability to perform required job functions
  - Family history
  - Medical history
  - Physical examination
  - Drug screen



# PSYCHOLOGICAL EVALUATION

- Conducted by an AZPOST certified psychologist
- Assessment of your mental and emotional preparedness for a career in law enforcement





# COMMAND CONVERSATION

- This is an in-person meeting with members of the Gilbert Police Department to get to know you as a person
- This is NOT a formal oral board panel interview
- Dress professionally
- Arrive on time
- Be yourself



QUESTIONS?

GPDRecruiting@GilbertAZ.gov